

## MEMORANDUM

12/20/2013

TO: Art Wallenstein, Director, Department of Correction and Rehabilitation  
Art Holmes, Director, Department of Transportation  
Steve Lohr, Fire Chief, Montgomery County Fire and Rescue Service  
Tom Manger, Police Chief, Montgomery County Police Department  
Joe Adler, Director, Office of Human Resources  
Jennifer Hughes, Director, Office of Management and Budget

FROM: CountyStat

SUBJECT: Overtime Update

### **The following items were identified for follow-up during the 12/18/2013 CountyStat Meeting:**

1. Examine the relationship between department vacancies and OT  
Responsible parties: CountyStat  
Other parties: none  
Deadline: 3/28/2014
2. Identify for the departments the individual employees that earned 50% or more than his/her base County salary through overtime use in FY12, FY13, and FY14 YTD  
Responsible parties: CountyStat  
Other parties: DOCR, DOT, MCFRS, MCPD  
Deadline: 1/10/2014
3. Examine the impact of the new FMLA coordinator in OHR on FMLA leave use (DOCR reports that it has not been reduced, as was expected)  
Responsible parties: CountyStat  
Other parties: OHR  
Deadline: 3/28/2014
4. Examine the impact of Court time on OT in MCPD and what, if any, measures can be recommended to positively impact OT  
Responsible parties: CountyStat  
Other parties: MCPD  
Deadline: 3/28/2014
5. Verify the source of the \$349,295 in OT expenditures in FY13 in the Fire Chief's Office  
Responsible parties: MCFRS  
Other parties: none  
Deadline: 1/17/2014

6. Identify if any other models exist for staffing the MCFRS Training Academy that rely less on using staff on OT

Responsible parties: CountyStat  
Other parties MCFRS  
Deadline: 3/28/2014

7. Further review of collective bargaining agreements and related material relating to OT policies and procedures

Responsible parties: CountyStat  
Other parties OMB  
Deadline: 2/21/2014

8. Revise the quarterly OT report to reflect changes by Pay Period (because quarters can contain 6 or 7 Pay Periods, the current format has limited utility for making comparisons)

Responsible parties: CountyStat  
Other parties none  
Deadline: 1/31/2014

cc: Timothy Firestine, Chief Administrative  
Fariba Kassiri, Assistant Chief Administrative Officer